

**OPEN MEETING MINUTES**  
**Waukesha County Mental Health Center**  
**Mental Health Advisory Committee (MHAC)**  
**February 17, 2020**

**Present MHAC Committee:** Susie Austin, Lauren Clark, Linda Cole, Cathy Friend, Amanda Huber, Amy Machgan, Maura McMahon, Shannon Stydahar

**Absent MHAC Committee:** TJ Findley, Jessica Grzybowski, Shannon Hammer, Mary Madden, Helen Prozeller

**Absent HHS Board Liaison:** Tim Whitmore

**Present HHS Staff Liaison:** Brad Haas

**Guests:** Danielle Birdeau, Shannon Fenceroy, Mireya Garcia, Courtney McElmeel, Becky Stribling

**1. Call to Order**

Co-Chair Cole called the meeting to order at 1:33 p.m. Introductions were exchanged among the committee members and guests.

**2. Review and Approval of Minutes**

Motion: Clark moved, second by Austin, to approve the joint Mental Health and Substance Use Advisory Committees minutes of January 13, 2020. Friend and Machgan abstained. Motion passed without a negative vote.

**3. Committee Business**

**a. MHAC Bylaws**

McClain distributed and reviewed a drafted copy titled "Waukesha County Health and Human Services Mental Health Advisory Committee Bylaws."

Motion: McMahon moved, second by Stydahar, to approve the MHAC Bylaws as presented. Motion passed without a negative vote.

The Bylaws will be forwarded to the Health and Human Services Board to be voted on at the HHS Board's June 2020 meeting.

**4. Community Needs Discussion for Annual HHS Board Presentation**

Cole stated that an e-mail was received from the Public Health Advisory Committee (PHAC) to jointly support a full time data analytic position for HHS for a benefit of all divisions. The PHAC and ADRC Advisory Committee will be presenting on that.

Motion: Austin moved, second by McMahon, to not adapt the PHAC/ADRC Advisory Committee proposal for a full time data analytic person, as it is beyond the scope of the Mental Health Advisory Committee's mission. Motion passed without a negative vote.

The committee discussed the Community Prioritized Needs presentation and determined the following to be the focus for the March 19 presentation:

- Maintaining access to services for un- and under-insured

## 5. Reports

### a. HHS Board Liaison Report

There was no report.

### b. HHS Staff Liaison Report

Haas stated the following staffing changes:

- Clinical Director, Dr. James Rutherford, is retiring March 17; replacement plan is being developed.
- Huber has been promoted to Supervisor for Counseling and Wellness.
- Brea Lopez has been promoted to Supervisor for Outpatient Integrated Services.
- John Kettler has been promoted to Human Services Coordinator

### c. Comprehensive Community Services (CCS) Coordinating Committee

Clark reported that the committee held their first open meeting on January 27. They discussed the lack of survey responses, as approximately 40 of the 102 surveys were returned. The 2020 state CCS meetings will occur on May 12 and September 9. The next meeting is March 16.

### d. Coordinated Services Team (CST)

There was no report.

### e. Peer Specialists of Waukesha County

The next meeting is tomorrow at 1:00 pm, and will focus on addressing Senate Bill 582 and Assembly Bill 650 regarding reimbursement for peer recovery coaches.

There will be a training in Milwaukee in March. There are 11 slots left. Applications are due by February 28.

### f. Community Health Improvement Planning Process (CHIPP) Report

The committee will be meeting next in a few weeks.

### g. Suicide Prevention Initiative

The next meeting will be held on March 17 from 9:00 am – 11:00 am. Birdeau will forward a flyer to the committee regarding the variety of upcoming events planned from NAMI Waukesha.

## 6. Ongoing Business / Community Initiatives

There was no ongoing business or community initiatives.

## 7. Agency Updates / Announcements

WCTC has an open house coming soon; flyer is forthcoming. The college is moving to 8-week terms in hopes of fewer schedule conflicts for the students.

## 8. Discuss Agenda Items for Next Meeting

There were no agenda items for the next meeting.

**9. Public Comment**

There was no public comment.

**10. Adjourn**

Motion: Austin moved, second by Clark, to adjourn the meeting at 3:04 p.m. Motion passed unanimously.

Minutes respectfully submitted by Janelle McClain.

Minutes Were Approved: June 15, 2020